

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 23 June 1955

FROM : Acting Chief, Transportation Division

**SUBJECT:** Weekly Activity Report (13 - 17 June 1955)

## 1. GENERAL

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a. Shuttle Run to  Warehouse (New Item - Completed)

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Two regularly scheduled shuttle truck runs were made during the week between the [ ] and the [ ] Warehouse. The first, on 13 June 1955, transported 28,930 pounds of general cargo. On the return trip, 13,000 pounds (2 cases), consisting of materiel [ ] were delivered to the [ ] Depot. The second truck, on 14 June 1955, carried 28,432 pounds of general cargo. On the return trip, 2,298 pounds of general cargo were delivered to the [ ] for local distribution.

b. Special Truck Runs (New Item - Completed)

During the week three non-scheduled truck runs were completed as follows:

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(1) On 13 June 1955, 541 pounds of urgently needed materiel were moved from the [redacted] [redacted]. In addition to this move, several shipments from the [redacted] [redacted] were delivered to local Agency buildings.

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(2) On 16 June 1955, approximately 64 boxes (2,000 pounds) of inactive records were collected from various Headquarters buildings and delivered to the Records Center [ ] A security escort was provided to accompany this movement by the Physical Security Division/SO. In addition to the records, 8,300 pounds of general cargo were moved.

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(3) On 18 June 1955, at the request of OTR, a truck was dispatched to [ ] with 1,300 pounds of training kits urgently needed for a special course commencing on 20 June 1955.

## 2. PROJECTS AND STUDIES IN PROCESS

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a. Headquarters [redacted] on Motor Vehicle Accidents  
(Continued Item)

A draft of the Headquarters Regulation has been completed and is in the process of informal collaboration. Work on the [ ]

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Motor Vehicle Replacement Standards, has been completed.

b. Requests for Vehicle Actions (New Item - Completed)

There was one covert vehicle action request processed during this reporting period.

### 3. OTHER ITEMS OF INTEREST

a. Air Shipments (New Item - Completed)

Twenty-seven shipments by air, weighing a total of 7,277 pounds, were made as follows:

<u>Requesting Activity</u>	<u>Destination</u>	<u>Weight</u>	<u>Item</u>	<u>Carrier</u>
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time the building is being returned to the owners, it was necessary to move nine trailer loads of miscellaneous material on the 16th and 17th of June 1955. This material was taken to the  Depot and returned to depot stocks.

4. SPECIAL PROBLEMS

None

5. MAJOR OBJECTIVES

This item will be reported in next week's Weekly Activity Report.

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